

# Killowen PS Rostrevor



## Emergency Closure Policy

*Faith, Friendship and Understanding*

Agreed by Governors	
Review Date	
Principal	
Chair of Governors	

## Mission Statement

### Aims

In Killowen Primary School:

- We aim to enable excellence so that pupils develop to their full potential academically, personally and spiritually and become determined, independent, life-long learners who make meaningful contributions to the world.
- We aim to foster a nurturing, inclusive environment where kindness, resilience, empathy and faith guide every interaction and where every individual feels valued and respected as part of our school family.

### Mission

In Killowen Primary School, we believe we can achieve our aims by ensuring we are committed to:

- Promoting the values of Catholic education within our school family
- Having high expectations for all pupils and a desire to see them reach their full potential
- Having inclusive, stimulating and supportive classrooms
- Working together for a common goal
- Valuing continuous improvement for all
- Investing in people and resources
- Working closely with home and the wider community

### Values

- Kindness
- Respect
- Resilience
- Equality
- Unity
- Determination
- Excellence
- Empathy
- Trust

## **Emergency Evacuation/Closure Arrangements**

We wish to outline our school procedures for any possible unexpected closures during the school year. An action plan to deal unplanned closures has been drafted by the school and it will outline the actions the school will take in order to minimise disruption and ensure clarity for everyone involved.

To help us achieve this aim we would ask that you help by doing the following should such a closure take place.

### **In the event of a closure taking place once the school has already opened:-**

- You will be contacted by **TEXT** to ask that you collect your child/ren as soon as possible
- If you cannot collect your child/ren please inform the school of the person who will be there in your place
- If you have more than one child at the school your collection point will be at the cloakroom door of your **youngest child's classroom including Reception**
- If your youngest child is not at school on that day it will be the cloakroom door of the classroom of your youngest child present at school on that day
- You will be asked to sign a collection sheet so the school will have a record of who collected each child
- If time has allowed your child will have a memo outlining the variety of ways to keep informed of the situation
  - Up to date information will be posted on the DENI Website - <https://www.education-ni.gov.uk/>
- [www.bbc.co.uk](http://www.bbc.co.uk) and our school website [www.killowenpsprostrevor.com](http://www.killowenpsprostrevor.com). There will be regular announcements on Radio Ulster, by text message/ via our school Facebook page Killowen Primary School Rostrevor.

### **In the event of a closure taking place before school has opened**

- You will receive a text detailing closure and a further text about re-opening / message via our school Facebook page
- Check <https://www.education-ni.gov.uk/> for updates
- Listen to announcements from Radio Ulster

The school will strive to open and remain open where possible but we must take into account the safety of our pupils and staff. We appreciate that an unforeseen closure can be an inconvenience and we ask for your understanding and patience should this situation arise.

Thank you for your continued support and co-operation.